



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS UNITED STATES ARMY FORCES COMMAND**  
**1777 HARDEE AVENUE SW**  
**FORT MCPHERSON GEORGIA 30330-1062**

REPLY TO  
ATTENTION OF

AFLG-PR

28 March 2000

MEMORANDUM FOR ALL FORSCOM DOCS

SUBJECT: Contracting Information Letter (CIL) 00-21

1. This CIL contains information on the following subjects:

- a. Formal Source Selection.
- b. Individual Development Plans.
- c. Certification of the Acquisition Workforce.

2. Formal Source Selection. Reference memo, SAAL-PP, 20 March 2000, SAB (encl 1). Subject memo advises that AFARS Manual No. 1 is deleted in its entirety and personnel should continue to take advantage of the guidance in AMC Pamphlet 715-3 as well as FAR Part 15. For additional information, please contact Ms. Judith Blake at DSN 367-7175 or [blakejw@forscom.army.mil](mailto:blakejw@forscom.army.mil).

3. Individual Development Plans. The web site for the Acquisition Individual Development Plans has changed. The new URL is: <https://rda.rdaisa.army.mil/idp/idpprod/newidpstart.htm>. For additional information, please contact Clyde Thomas at DSN 367-6372 or [thomasw@forscom.army.mil](mailto:thomasw@forscom.army.mil).

4. Certification of the Acquisition Workforce. Dr. Oscar has delegated Level III certification to the PARC. Level I and II certifications may be executed by the Director of Contracting. In order for the PARC to certify an individual at Level III, the following must be submitted to the PARC:

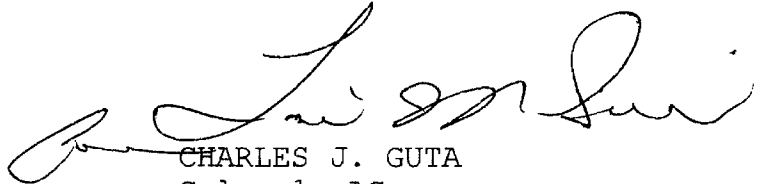
- a. A memo signed by the DOC that the applicant meets the minimum standards set forth by DAWIA and recommending certification at Level III.
- b. The most recent Acquisition Career Record Brief (ACRB).
- c. Copies of pertinent diplomas, certificates, etc., for accomplishments not shown on the ACRB.

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The certificate (AAE Form 2) will be prepared by the PARC. The original will be sent to the DOC and a copy forwarded to ASAALT. For additional information, please contact Clyde Thomas at DSN 367-6372 or thomasw@forscom.army.mil.

Encl  
as

A handwritten signature in black ink, appearing to read "Charles J. Guta", is written over the printed name.

CHARLES J. GUTA  
Colonel, AC  
Chief, Contracting Division, DCSLOG  
Principal Assistant Responsible  
for Contracting



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY  
ACQUISITION LOGISTICS AND TECHNOLOGY  
103 ARMY PENTAGON  
WASHINGTON DC 20310-0103

20 JUN 1999

SAAL-PP

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Formal Source Selection

On June 23, 1999, Army Acquisition Circular (AAC) 96-3 was issued. Item V of that AAC deleted Army Federal Acquisition Regulation System (AFARS) Appendix AA in its entirety and advised personnel to utilize Federal Acquisition Regulation (FAR) Part 15, as well as AMC Pamphlet 715-3 "Best Practices Guide" and AFARS Manual No. 1 "Formal Source Selection Procedures for Army Systems Acquisition," dated March 1991.

There has been some confusion regarding implementation of this requirement since Appendix AA is the executing guidance for use of Manual No. 1 and Appendix AA has remained in the automated version of AFARS until now. Effective this date, AFARS Manual No. 1 is also deleted in its entirety. Personnel should continue to take advantage of the guidance in AMC Pamphlet 715-3 as well as FAR Part 15.

Ms. Susan Erwin of my staff, along with representatives from MTMC, FORSCOM, HQAMC, COE, SMDC and DSS-W are in the process of revising Army's source selection procedures. You will be advised when the effort is completed.

Please contact Ms. Erwin if you have additional questions or comments at: Comm (703) 691-9292, DSN 761-9292 or E-mail (susan.erwin@sarda.army.mil).

*Estherlene S. Morse*

Estherlene S. Morse  
Director, Procurement and Industrial Base Policy